

## **MINUTES OF THE COURTROOM SECURITY AND FACILITIES MEETING OF FEBRUARY 19, 2021**

### **Call to Order**

The Courthouse Security and Facilities Committee was called to order on February 19, 2021 at 9:00 am by Judge Sciascia.

### **Roll Call**

Members in attendance were: Judge Sciascia, Steve Seim, Dustin Beck, Amy Nehls, James Mielke, Russ Kottke, Joseph Marsik, Lynn Hron, Kurt Klomberg, Terra Mattheis, Peggy Novak, Russ Freber, John Nehls, Travis Bachofen, and Rick Storzer.

Others in attendance: Michael Neimon, DCA 3<sup>rd</sup> Judicial District.

### **Public Comment**

Supervisor Marsik is introduced to members of the committee. Judge Sciascia thanks Amy Nehls and Det Reissmann for the January training. Freber relays a personal experience with an emergency situation out of the county and how his training here assisted with his response.

### **Approval of Minutes**

Motion by Mielke to approve the minutes of the October 2, 2020 meeting, 2<sup>nd</sup> by Kottke, Motion Carried.

### **Committee Assignments/Reports**

Judge Sciascia has new committee assignments that he sent out to the committee.

### **Security profiles for officials**

Security profiles for court officials discussed as records that the Sheriff's Office would keep on the officials. The security and maintenance of the records discussed with comments from Michael Neimon as to how Waukesha County developed their profiles. Motion by Klomberg to have Corporation Counsel give guidance on the maintenance of these records, 2<sup>nd</sup> by Mielke, Motion carried. Mielke will make the initial contact with Corporation Counsel.

### **Installation, use, and security evacuation impact of the gate/fencing of the Justice Facility**

The security gate to the back parking lot of the Justice Facility is operational. Department supervisors of the building should inform their employees that if they do not have their security card/fob with them they should park in the front parking lot and go through the security station to enter the building. Evacuation protocols for employees should not need to be updated, there is a button to open the gate

from the inside of the fencing to allow for an exit. The recent guided tours of the building by Security Officer Allermann have assisted employees to familiarize themselves with the entire building.

**Key fob access to areas of the Justice Facility**

Discussion as to secure areas of the building along with access to security doors.

**Review January employee security training and discuss an alternative schedule**

Amy Nehls has developed training for employees the last several years but not all employees have attended. This year was well attended but discussion on if it should be every other year rather than annually. The matter is referred to the Training Committee.

**Discussion on moving the door behind the Branch 5 bench**

The location of the Branch 5 door is discussed with no action to be taken.

**Review Incident Reports**

A recent situation discussed whereby an attorney did not inform the court that his client could be Covid positive. The Dodge County Bar should be briefed on how the courthouse is handling Covid symptoms and what they should be doing in these situations.

**Calendar**

The next Security meeting will be held on May 7, 2021 at 9:00 am. Additional meetings will be held on August 6, and October 1, 2021.

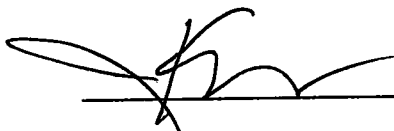
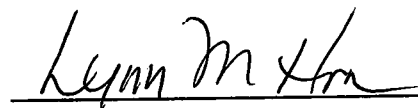
**New Business** - Capital Improvement to report at the May meeting.

**Things to do before the next Security Committee meeting (none)**

**Determine next meeting date and time**

The next meeting of the Courtroom Security and Facilities Committee will take place on May 7, 2021 at 9:00 am at the Dodge County Administration Bldg, 1<sup>st</sup> floor Auditorium, 127 E Oak Street, Juneau, Wisconsin.

Meeting adjourned at 9:56 am

  
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Hon. Joseph Sciascia  
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Lynn Hron, Secretary

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.